



**BOARD OF COUNTY COMMISSIONERS'  
(BOCC) CONCURRENCE FORM**

This form must be completed for all staff reports being prepared for BOCC meetings/public hearings and is the cover sheet for the staff report. The original (single-sided) staff report needs to be submitted to the County Manager's Office one (1) week in advance of the scheduled presentation date. For Closed Sessions please submit the original (single-sided) and 8 (double-sided copies) of the staff report.

**To: Office of the County Manager**

**From (Name & Division):** Regina Howell, Budget Officer <sup>rh</sup> **Phone #:** x13191

**Requested Meeting Date (mm/dd/yr):** 04/18/13 **Est. Presentation Time:** 15 minutes

**Staff Report Topic:**

*(The text provided here will also be reflected on the meeting agenda and county's website.)*

FY 2014 Proposed Operating Budget Discussion

**County Funds Requested/Required: \$** N/A

**Type of Meeting:**

*(Click to place a check mark in the following appropriate boxes.)*

☒ **Administrative Business** *(The Consent Agenda Committee determines which items are eligible for the consent agenda.)*

☐ **Worksession**      ☐ **Closed Session**      ☐ **Public Hearing (a.m. ☐ or p.m. ☐ )**

☐ **BOCC/BOE Mtg.**      ☐ **County/Municipalities Mtg.**

☐ **Power Point Presentation**

**Board Action Desired:**    ☒ **Decision**    ☐ **Guidance**    ☐ **Information**

**Staff Report Review:**

This staff report has been thoroughly reviewed first by the appropriate divisions/agencies noted on Page 2 followed by those outlined below :

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <u>(Page 2)</u>
<input checked="" type="checkbox"/> Budget Officer	<u>RH</u>	<u>4/17/13</u>	<u>N</u>
<input checked="" type="checkbox"/> Finance Director	<u>GW</u>	<u>4/17/13</u>	<u>N</u>
<input type="checkbox"/> County Attorney's Office	<u></u>	<u></u>	<u></u>
<input checked="" type="checkbox"/> County Manager	<u>ld</u>	<u>4/17/13</u>	<u>N</u>

**Other Reviewing Divisions/Agencies:***(Click to place a check mark in the following appropriate spaces.)*

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <u>(noted below)</u>
<input type="checkbox"/> Animal Control			
<input type="checkbox"/> Business Development & Retention			
<input type="checkbox"/> Citizens Services			
<input type="checkbox"/> Community Development			
<input type="checkbox"/> Emergency Management			
<input type="checkbox"/> Fire & Rescue Services			
<input type="checkbox"/> Health Services			
<input type="checkbox"/> Human Resources			
<input type="checkbox"/> Interagency Information Technologies			
<input type="checkbox"/> Internal Audit			
<input type="checkbox"/> Parks & Recreation			
<input type="checkbox"/> Public Works			
<input type="checkbox"/> Transit Services			
<input type="checkbox"/> Utilities & Solid Waste Management			
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			
<input type="checkbox"/> Other: _____			

**Elected Officials or Independent Agencies:**

	<u>Initials</u>	<u>Date</u>	<u>Comments Y/N</u> <u>(noted below)</u>
<input type="checkbox"/> Board of Education			
<input type="checkbox"/> Board of Elections			
<input type="checkbox"/> Board of License Commissioners			
<input type="checkbox"/> Citizens Care & Rehabilitation Center/ Montevue Assisted Living			
<input type="checkbox"/> Frederick Community College			
<input type="checkbox"/> Frederick County Public Libraries			
<input type="checkbox"/> Sheriff's Office			
<input type="checkbox"/> Social Services			
<input type="checkbox"/> State's Attorney's Office			

**Comments:**

1. <u>From:</u> _____	<u>Date:</u> _____
2. <u>From:</u> _____	<u>Date:</u> _____
3. <u>From:</u> _____	<u>Date:</u> _____
4. <u>From:</u> _____	<u>Date:</u> _____
5. <u>From:</u> _____	<u>Date:</u> _____

## Changes from Recommended Budget to Proposed Budget

FY 2014 Estimated Operating Revenues	\$475,175,048
Use of FY 2012 Fund Balance	34,576,993
Transfer from Other Impact Fee Fund	1,610,081
Sale of BOE Surplus Properties	4,000,000
Total Revenues	<u>515,362,122</u>
FY 2014 Estimated Expenses	<u>(511,448,831)</u>
<b>Unallocated Recommended Budget Surplus (Deficit)</b>	<b>\$3,913,291</b>

### *Changes to Recommended Budget :*

<i>FY 2014 Recommended Revenues</i>	<i>\$515,362,122</i>	
Revenue Adjustments: (decrease)		
Decrease in Recordation taxes due to IDOT exemption increase to \$:	(1,400,000)	
Local Police Aid increase	359,994	
Weed Control Revenue decrease	(5,274)	
Increase Use of Fund Balance-Snow Removal Reserve	473,553	
Increase Use of Fund Balance-Fuel Reserve	<u>1,446,910</u>	875,183
<b>FY 2014 Total Recommended Revenues</b>	<b>\$516,237,305</b>	
 <i>FY 2014 Base Expenses</i>	 <i>\$511,448,831</i>	
Expense Adjustments: (decrease)		
Retirement Incentive	1,875,000	
Appeals	1,002,309	
Suburban Vol Fire Co Incentive/LOSAP Benefit Increase	308,300	
DFRS Reductions-Modified Option 2	(1,045,048)	
Personnel Reclass Adjustment	(870,000)	
SDAT Cost Share Allocation reduced to 50%	(503,879)	
Departmental Reductions	(229,752)	
Miscellaneous changes	<u>35,953</u>	572,883
<b>FY 2014 Total Recommended Expenses</b>	<b>\$512,021,714</b>	
 <b>Proposed Unallocated Surplus</b>	 <b>\$ 4,215,591</b>	 <b>4,215,591</b>

### Potential One-Time Funding Options

BOE Systemics/Technology Trf to CIP	(1,500,000) *
General CIP Transfer	(1,215,591)
Pension Fund	(1,000,000)
Bond Enhancement Reserve	<u>(500,000)</u>
<b>Ending Unallocated Surplus (Deficit)</b>	<b><u>\$0</u></b>

\*Liberty ES Chiller- \$172k, Brunswick HS HVAC- \$160k, Security Grant Match-\$700k= \$1,032,000  
Technology Initiatives - \$468,000